

Department of Consumer and Regulatory Affairs (DCRA) VACANCY HOT LIST



	Position	Brief Description	Close Date
1.	Supervisory IT Specialist	Acts as the Office of Information Systems (OIS) authority on all matters relating to infrastructure, implementation and support, and is responsible for independently planning, designing and carrying out work assignments. Utilizes expert judgment in interpreting the intent of new and existing guidelines and ingenuity in adapting specific assignments to guidelines.	Open Until Filled
2.	Mechanical Engineer	Performs a wide variety of mechanical engineering duties associated with the code compliance review of mechanical systems plans in routine to complex building projects. Mechanical engineering duties include mechanical systems such as plumbing, space heating, cooling, ductwork; smoke control systems; chimneys, vents and combustion air provisions; hydraulic and gas piping systems; storm and sanitary drainage systems; and water supply piping. Interested candidates must have a Professional Engineer License.	Open Until Filled
3.	Structural Engineer	Reviews AA, A, and B plans, and tenant layouts; has an in-depth knowledge of the DC Building Code; makes detailed structural and architectural analysis of building plans; and performs engineering calculations.	Open Until Filled
4.	Program Support Specialist (Technical Plan Review)	Responsible for providing program and administrative support for the assigned office. Performs special projects and prepares comprehensive reports on studies and other special assignments. Identifies the need for planning, organizing, and conducting analytical studies based on management needs.	Open Until Filled
5.	Program Support Specialist (Office of Business and Professional Licensing)	Responsible for providing program and administrative support for the assigned office. Performs special projects and prepares comprehensive reports on studies and other special assignments. Identifies the need for planning, organizing, and conducting analytical studies based on management needs.	Open Until Filled
6.	Program Support Specialist (Office of Integrity)	Responsible for providing program and administrative support for the assigned office. Performs special projects and prepares comprehensive reports on studies and other special assignments. Identifies the need for planning, organizing, and conducting analytical studies based on management needs.	Open Until Filled
7.	Plan Review Coordinator	Reviews plans for all food establishments that are to be constructed or remodeled, including restaurants, carry-outs, delicatessens, grocery stores, catering services and food product facilities. Applies the General Food Regulations, National Sanitation Foundation standard and BOCA codes to assure compliance in all areas.	Open Until Filled
8.	Supervisory, Neighborhood Stabilization Officers*	The Neighborhood Stabilization Program provides an array of services to city neighborhoods and provides a proactive presence in each neighborhood center. The Supervisory Neighborhood Stabilization Officer is a health and safety health ambassador for the District of Columbia who ensures that property owners are in compliance with housing laws, regulations and environmental standards. He/she provides expertise in the interpretation, explanation and development of guides that facilitate timely and efficient delivery of appropriate city services.	Open Until Filled
9.	Homeowners Center Manager*	Decrepable for the prompt, courteque delivery of quotomer consider to homeourners and for all day to day exercising of the Llamourners Contar	Open Until Filled
9.	iviariayti	Responsible for the prompt, courteous delivery of customer service to homeowners and for all day-to-day operations of the Homeowners Center.	Open onui i illeu
10.	Condo Conversion Specialist*	Facilitates and monitors the condo conversion process, which involves converting multi-unit rental properties (apartments, townhouses, or offices) into condominiums, which are then sold individually.	Open Until Filled
11.	Third Party Coordinator*	Determines whether construction projects comply with applicable provisions of the District of Columbia Official Code and Municipal Regulations, in particular the Building Code. Additionally, this position coordinates third party inspections and plan reviews.	Open Until Filled
12.	Building Code Compliance Inspectors*	Conducts surveys of District neighborhoods to identify illegal work, including but not limited to the District's Construction Codes, Electrical and Plumbing Codes, and Fire Safety Codes.	Open Until Filled

Please share this information with high-quality individuals who may be interested in joining in the DCRA team.

For more information or to apply for these opportunities, please visit the DC Office of Personnel (DCOP) web site at www.dcop.dc.gov.

Click on Employment Opportunities. You may also call DCRA at 202-442-8947 and ask for the Human Resources office.

^{*} We are actively accepting resumes for this position at dcrahr@dc.gov. Interested candidates will be able to apply online shortly.